

Office of the County Executive

► Agency Mission

To serve as the administrative arm of Fairfax County government; to act as the official liaison with the Board of Supervisors; to execute the policies established by the Board of Supervisors or mandated by the State; to develop and lead a customer-friendly and efficient workforce that is adaptable to the ongoing change within the County and is responsive to the diversity of our community; to coordinate communications, internal and external, to ensure information is delivered in a timely, complete and accurate manner; to provide strategic direction to information technology planning; to monitor legislation on the State and Federal level in the interests of Fairfax County and its citizens; to coordinate environmental programs and policies that effectively and sensitively address environmental issues and promote a clean, safe environment; to coordinate revitalization efforts County-wide; to foster collaborative approaches and partnerships with the private, non-profit and corporate sectors that address pressing community needs; to foster regional solutions to regional issues through participation on appropriate regional decision-making bodies; and to ensure the sound management and stewardship of all financial resources.

► Trends/Issues

The Office of the County Executive provides strategic direction and administrative oversight to all aspects of government operations, and ensures that County government policy as articulated and/or legislatively mandated by the Board of Supervisors is implemented in an effective and economical manner. The Office assesses emerging trends and issues, and identifies strategies to respond to these challenges. The Office develops policies and programs that motivate staff, engage citizens, and effectively address community needs and priorities.

In response to the changing face of Fairfax County, this Office promotes the value of diversity in the workforce and in the community. A new Language Access Coordinator position has been established in the Office of the County Executive to assist departments with the development of agency-specific plans and to monitor activities ensuring that persons with limited English proficiency are receiving equal access to County services. This position will also assist the Department of Human Resources in increasing recruitment of multi-lingual candidates for County employment.

The Office will continue to focus on County-wide communication by developing more effective ways to communicate with employees, County residents, businesses, and community organizations using a variety of approaches and employing appropriate technologies to reach the diverse audiences represented.

Another focus will be to continue to strive for cohesiveness and foster a culture of improvement throughout the County by following the values and principles embodied in the Employee Vision Statement.

To provide focus and direction to revitalization efforts County-wide, this Office will continue to coordinate revitalization plans and activities across all County agencies to ensure the development of effective strategies which promote the continued economic vitality of Fairfax County's older commercial areas.

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The Legislative Liaison Group, which develops and represents the position of the Fairfax County Board of Supervisors at the State level, will continue to monitor and evaluate legislative proposals during General Assembly sessions and throughout the year to determine the potential impact on the County.

As part of the Administration of County Policy division of the County Executive's Office, the Environmental Coordinator position is responsible for the development of strategic environmental policy for the County on major issues, such as water resources, air quality, and ecological resources. This position will continue to act as a liaison to business owners and citizens on the implementation of environmental programs that preserve and protect the County's sensitive environment and address environmental issues.

To support the County's commitment to teleworking, the County Executive's Office is committed to increasing employee participation in the County's telework program. This division intends to support the Washington Metropolitan Area regional goal of having 20 percent of the workforce (with jobs eligible for telecommuting) to be teleworking in 2005 by providing consistent, reliable and secure remote access to the County's business applications as well as supporting the County and regional direction towards e-business.

The County's Equal Opportunity Enforcement program, administered by the Office of Equity programs, ensures County compliance with all Federal, State and County mandates involving equal access to all County services, programs, and employment opportunities. Adherence to the requirements of the Americans with Disabilities Act is another component of the program which involves providing technical guidance to managers and employees about accessibility to facilities and services for the public as well as requests for employee disability accommodations.

The Alternative Dispute Resolution (ADR) Mediation and Pay for Performance Appeals Panel program, a component of the Office of Equity Programs, oversees the intake of disputes for mediation, scheduling and coordination of hearings, scheduling of volunteers, participation in mediation, etc. This program has been successful in resolving disputes between employees and supervisors that may have otherwise been forwarded to the Civil Service Commission for resolution. The Appeal Panel program will continue to support the goal of the Pay for Performance program by bringing supervisors and employees together in an informal setting to resolve evaluation issues.

The Internal Audit office will continue assisting senior management to efficiently and effectively ensure that County programs are operated in compliance with policies and procedures as articulated and/or legislated by the Board of Supervisors.

In support of the County's commitment to public/private partnerships, Fairfax County's Office for Partnerships will continue to seek opportunities for collaboration with corporate, public, and private sectors to address the unmet societal needs of the County's diverse communities. Current collaborative efforts include the Computer Learning Centers Partnerships, which addresses the digital divide issue by bringing computers and training to low-income communities; the High Scope summer institute for academically gifted low-income teens; Project Discovery, which encourages disadvantaged youth to achieve educational excellence and to pursue higher education; the Adopt-A-Family program, which brightens the holiday season for poor working families by providing clothing, toys and other items that they might not otherwise be able to afford; and three health-oriented partnerships: the Medical Care for Children Program and the Adult Health and Dental Partnership, which provide free or reduced medical and/or dental care, and the Allied Health Partnership, which supports training underserved County residents for technical careers in the medical field.

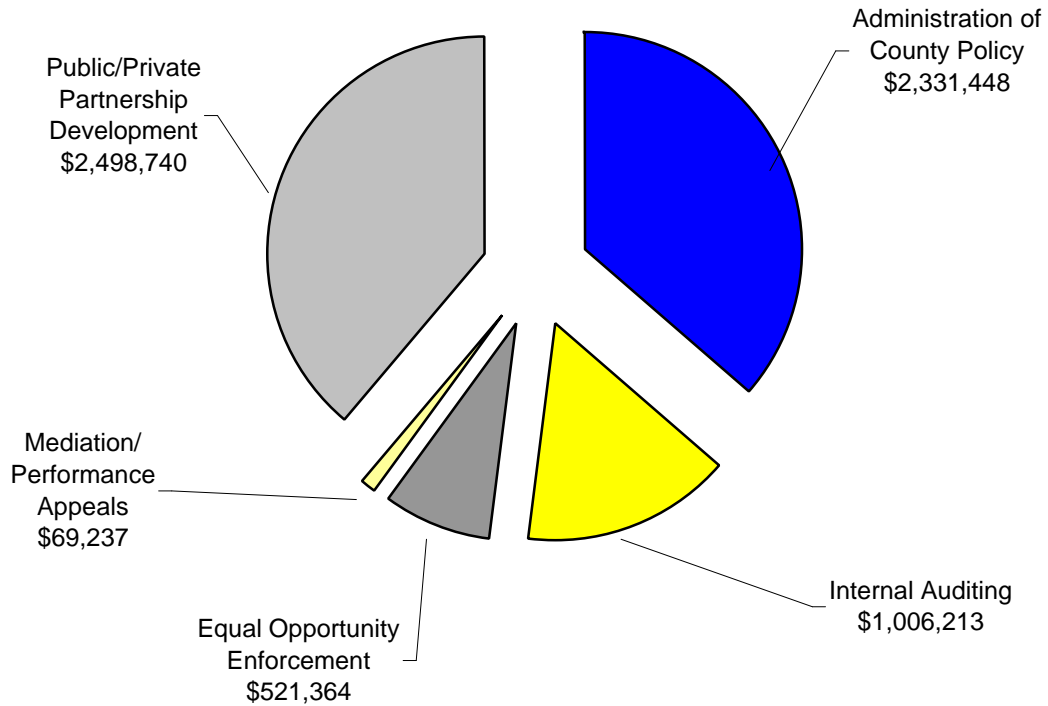
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► **Summary of All Agency CAPS**

CAPS Number	CAPS Title	CAPS Net Cost	CAPS Number of Positions/SYE
02-01	Administration of County Policy	\$2,331,448	17/17
02-02	Internal Auditing	\$1,006,213	12/12
02-03	Equal Opportunity Enforcement	\$521,364	7/7
02-04	Mediation/Performance Appeals	\$69,237	1/1
02-05	Public/Private Partnership Development	\$2,498,740	12/12
TOTAL Agency		\$6,427,002	49/49

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Total FY 2002 Adopted Budget Expenditures = \$6,427,002

Total FY 2002 Adopted Budget Net Cost = \$6,427,002